



CERTIFICATE OF PRINTING CONTRACT PERFORMANCE

State Form 45769 (R2 / 8-01)

Name of contracting Vendor / EPIC / DOC

Purchase Order number / Job number

Request for Printing number

INSTRUCTIONS: 1. Upon completion of printing job, contracting vendor's representative will inspect products to be shipped and select FOUR representative samples to be submitted with this Certificate.

2. After completing and signing this Certificate, samples will be attached and delivered to: Indiana Commission on Public Records
Forms Management Division
402 W. Washington St., Rm. W472
Indianapolis, IN 46204

(Please check one)

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State Form

Or

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Non Form

PRODUCT DELIVERED UNDER CONTRACT

DESCRIPTION (as shown in Purchase Order)	QTY. DELIVERED	DATE DELIVERED	PLACE DELIVERY MADE	AMOUNT

(Please check one)

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Partial Order

Or

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Completed Order

CERTIFICATION OF VENDOR

The undersigned, in order to induce prompt payment, hereby certifies, represents and affirms under penalties of perjury, to the Indiana Department of Administration:

- that the attached required samples of the product specified in the above-cited Purchase Order have been inspected and compared to the delivered portion of the printing job, that they are representative of the entire quantity delivered, and that they are equal in quality to the entire printing job which has been produced and delivered in accordance with approved contract specifications (except as noted in Item 5 below);
- that the contract terms and conditions have been fully performed, that no contract obligation remains unperformed by our firm, and that all approved contract specifications have been met (except as noted in Item 5 below);
- that all artwork or other material either provided by or paid for by the State of Indiana to the vendor in connection with this contract order have been returned as noted in item 6 below; and
- that the individual executing this Certificate affirms that every reasonable effort has been undertaken to verify the information transmitted here, and that the statements contained are true, accurate and complete to the best knowledge and belief of the undersigned individual.
- Exceptions:

6. Disposition of artwork / material

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Forms returned to Indiana Commission On Public Records
Forms Management Division
402 W. Washington St., Rm. W472
Indianapolis, Indiana 46204

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Non - Forms Returned to "Ship to" Agency

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Delivered to _____

Signature of contracting vendor representative

Printed / typed name

Title of contracting vendor representative

Date signed

RECYCLED PAPER REQUIREMENT

Greening the Government requires printing on paper that contains at least 30% post-consumer recycled fiber, unless it is not available. Was the printing job printed on recycled paper? ☐ Yes ☐ No

If Yes, note percentage _____ % of post-consumer content. If No, explain: _____

REVIEW OF SAMPLES AND DETERMINATION OF COMPLIANCE BY FORMS MANAGEMENT DIVISION, ICPR

The Forms Management Division of the Indiana Commission on Public Records, or the requesting agency's representative, has reviewed the samples submitted, compared them with the approved specifications, in the case of forms, and has determined that they are:

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ACCEPTABLE "AS IS"

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NOT ACCEPTABLE for the following reason(s):

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ACCEPTABLE CONDITIONALLY for the following reason(s):

Signature of reviewer

Printed / typed name

Title of reviewer

Date signed